DIRECTORATE OF CORPORATE INFORMATION (DSCC-B)

MISSION:

Acts as the principal advisor and assistant to the Center Commander in directing the management and flow of corporate information to include the re-engineering of business processes, implementation of policies and procedures, ADP security, development of plans, workflow systems and electronic procedures. Directorate serves as center focal point for DLA Management Information System (MIS) initiatives and the related ADP infrastructure that supports the review, evaluation and implementation of procedures impacting the operation of the Inventory Control Point (ICP). Performs the roles and missions of the Chief Information Officer (CIO). Acts as the principal advisor and assistant to the Commander in directing the accomplishment of responsibilities for the implementation of policies and objectives relating to the development and implementation of the Defense Logistics Agency (DLA) Business System Modernization (BSM) program. This mission encompasses oversight and coordination of DSCC activities relating to, planning and directing the design, testing, implementation and deployment of the DLA automated system-replacing SAMMS. Additionally, this organization will plan, control and monitor budget and training requirements for the BSM. This includes determining functional requirements for the BSM and developing and recommending technical architectural proposals for the BSM functions.

OFFICE OF THE DIRECTOR (DSCCC-B)

MISSION:

Manages the flow of corporate information to and from internal and external DSCC customers, including re-engineering of business processes, implementation of policies and procedures, ADP security, development of plans, workflow systems and electronic procedures. Manages the corporate segment of the DLA Management Information System (MIS) initiatives and the related ADP infrastructure that supports the development, review, evaluation and implementation of procedures impacting the operation of the Inventory Control Point (ICP). Serves as the corporate Chief Information Officer (CIO).

Acts as the principal advisor and assistant to the Commander in directing the accomplishment of responsibilities for the implementation of policies and objectives relating to the development and implementation of the Defense Logistics Agency (DLA) Business System Modernization (BSM) program.

Responsibility for providing overall administration and control of DSCC-B in the local implementation of DLA policies, programs, plans, procedures, and resource management.

FUNCTIONS:

1. Mission Management:

Serves as the corporate Chief Information Officer (CIO), providing executive advice and assistance to the DSCC Commander. Directs the management and flow of corporate information to and from internal and external customers, including re-engineering of business processes, implementation of policies and procedures, ADP security, development of plans, workflow systems and electronic procedures. Manages the activity's portion of DLA Management Information System (MIS) initiatives and the related ADP infrastructure that supports the review, evaluation and implementation of procedures impacting the operation of the Inventory Control Point (ICP). Performs oversight and coordination of DSC activities relating to planning and directing the design, testing, implementation and deployment of the DLA automated system-replacing SAMMs. Plans, control and monitors budget and training requirements for BSM.

2. Directorate Administration:

   a. Provides interface and assistance to the Directorate's internal and external customers on all matters of executive and administrative programs and projects.

   b. Evaluates the content of new, modified, or changed legislation for impact prior to recommending adoption to the agency's programs or resources.

   c. Coordinates and assists in reviews and analysis of internal directorate operations and cost and performance data. Develops statistics, charts, and corporate information for

   b. use by the Director for development of management controls and in management evaluation of operations.

   d. Consolidates and coordinates physical security for the Directorate.

   e. Coordinates and consolidates Directorate responses to inquiries and reports.

   f. Plans, establishes files, and coordinates all personnel actions for the Directorate.

   g. Establishes a training plan and develops a training program to manage training for DCI personnel. Coordinates training requirements for Directorate of Corporate Information associates consistent with training allocations. Obtains, consolidates and maintains records of training requirements and accomplishments to support the IDP requirements for Directorate of Corporate Information associates, including that training required because of new/changes AISs/Applications. Coordinate identification of specialized commodity and on-the-job training requirements for Directorate associates as deemed necessary.

   h. Provides mail service, including correspondence, suspense files, and classified document control.

   i. Manage the supply program for the Directorate; assures availability of operational requirements.

      j.   Establish time frame intervals to evaluate changes in programs, policies, and initiatives and coordinates with the appropriate DSCC and responsible tenant focal points.

      k.   Perform special projects as assigned.

BSM PROCUREMENT/PRODUCT SUPPORT TEAM (DSCC-BA)

MISSION:

This unit is responsible for the functional areas of Procurement, Supply, Technical and Quality, Item Data, and for all Technical/Data Support for these ERP/APS. This mission encompasses oversight and coordination of DSCC activities relating to planning and participating in the design, testing, implementation and deployment of the BSM. This includes determining functional requirements for the BSM and developing and recommending technical architectural proposals.

BSM PROCUREMENT SUPPORT TEAM (DSCC-BAP)
BSM PRODUCT SUPPORT TEAM (DSCC-BAT)

FUNCTIONS:

The following are representative functions and may pertain to each team functional area within each unit:

1. Directs and manages all activities assigned to DSCC pertaining to the assigned mission operations for the BSM program.
2. Exercises responsibility for the development of both current and projected functional systems requirements and policy concepts, objectives, and general requirements and ensures their integration into the development of the SAMMS replacement system.
3. Determines or oversees the determination of whether contractor provided system integration service or products meet standards, specifications and requirements.
4. Determines both current and projected functional requirements for existing SAMMS interfacing systems operating throughout DSCC/DLA/DoD and ensures their integration into existing data systems.
5. Responsible for re-engineering DLA business practices to fit the COTS enterprise business system and look for other re-engineering opportunities resulting from the new enterprise business system.
6. Supports the functional assessment of the adequacy of existing DoD automated information systems by participating in various tests; executing scenarios for system
7. Implementation; and by obtaining and analyzing functional requirements related to the design, development, or modification of data systems.

8. Exercises responsibility for design and implementation of functional user training on SAMMS replacement.
9. Exercises responsibility for overseeing the configuration management of functional requirements. Provides support to the BSM Configuration Control Board (CCB).
10. Supports the economic, functional and technical analysis of alternative solutions regarding the feasibility of transitioning from SAMMS to a SAMMS replacement system.

11. Provides support to the DLA Logistics Operations (J3) BSM PM, the Information Operations (J6) BSM PM Office, and other BSM IPTs.
12. Develops a standardized communication interface approach to external systems including vendors, customers and Department of Defense (DoD) systems.
13. Participates in Concept Demonstration. This phase focuses on the attainment of an initial increment of the new enterprise business system, implemented within a manageable segment of DLA during the first 18-20 month timeframe after contract award.
14. Manages risk associated with the BSM program.
15. Responsible for implementing a change management approach that will minimize the affect of this transformation on the Command.
16. Responsible for post-implementation support strategies.
17. Responsible for data migration to include methodology and automated tools and techniques for migrating and maintaining integrity of appropriate and relevant data from the legacy to the proposed software suite.
18. Responsible for transition plan and approach specific to transition of current operational activities to the new system.

INFORMATION TECHNOLOGY BUSINESS OFFICE (DSCC-BB)

MISSION:

Responsible for providing short-, mid-, and long term financial planning and acquisition management for the Center's Information Technology (IT) and Telecommunications (T) requirements. Develops, coordinates, maintains, and administers three (3) separate budgets: the Center IT and T, the Directorate of Corporate Information (DSCC-B), and the BSM budget.

FUNCTIONS:

1. Purchases hardware, software, support services and technical and general supplies, etc. based on requirements, ensuring that budget parameters are observed; inspects and reviews products and services for compliance with purchase specifications.
2. Conducts specific market research and surveys relative to requested acquisition requirements; plans acquisition strategy and selects vendor/contracting office appropriate to the requirement.

3. Performs Contracting Officer Representative (COR) and Contracting Officer Technical Representative (COTR) functions.
4. Develops acquisition documentation and executes project management responsibility for all IT and T procurements.
5. Obtains requirements and develops, negotiates and coordinates contractual agreements (such as: Memoranda of Understanding (MOU), Statements of Work (SOW), Service Level Agreements (SLA), service contracts, etc.) relative to IT and T services.
6. Reconciles invoices against items purchased/services performed while taking necessary measures to rectify discrepancies/issues of concern prior to our certifying for payment.
7. Acts as the official IT and T representative for DSCC. Interfaces with DLA and other government officials, vendor contracting officials, contracting officers, and contract managers and provides strategy, management and technical leadership in all phases of acquisition (pre- and post- award actions).
8. Provides contract administration and oversight on IT and T agreements/contracts (MOUs, SLAs, delivery orders, etc.), licenses, and warranties. Monitors performance/progress and ensures all business actions, technology, etc. comply with stated terms and conditions as contractually specified. Prepares contract and purchase order modifications and resolves disputes.
9. Serves as primary focal point for the acquisition and administrative oversight of copiers, microfiche services, and telecommunications (cellular phones, pagers, long haul communications, call boxes, etc.) for DSCC.
10. Conducts total-cost-of-ownership studies and Business Case Analysis (BCA) reviews to evaluate alternatives and provide an economic basis for IT and T investment decisions.
11. Establish and maintain information processing capabilities (Business Management System, databases, spreadsheets, etc.) in order to cost-effectively support, justify and defend IT and T acquisitions, the budgeting process and Program Objective Memorandum (POM) submissions.
12. Develops and prepares the annual Business Plan for the Directorate including BSM.
13. Administers the awards program for the Directorate including BSM.
14. Coordinates Directorates' requirements for space, office moves, facilities, and non-expendable supplies.
15. Serves as a standing member of the following DLA Headquarters acquisition support teams: Portfolio Management Investment Team; Infrastructure Acquisition/Leasing Team.
16. Serves as a member of the DSCC-B Program Steering Working Group (PSWG).

BSM CHANGE MANAGEMENT UNIT (DSCC-BC)

MISSION:

The Journey Management Unit is responsible for two major functions: Change Management (CM) and Knowledge Transfer and Training (KT&T). Change Management

responsibilities encompass three areas: sponsorship, readiness and communications. Knowledge Transfer and Training encompass three areas: organization alignment, transfer of knowledge, and development and implementation of training. Training includes fundamental appreciation of business change, and systems training including navigational, and role-based training needed for job success.

FUNCTIONS:

1. Responsible for frequent coordination and plan development and implementation in order to complete change efforts.
2. Responsible for obtaining feedback from various populations on the readiness level of individuals to make the changes desired by the organization. Feedback is obtained through focus groups and surveys.
3. Responsible for communication processes on BSM such as briefings, Message of the Day (MOTD), public affairs announcements, news articles, Public Address (PA) announcements, meetings, etc.
4. Responsible for developing and instituting an organization structure that establishes how the business will operate.
5. Responsible for the transfer of knowledge on BSM to supervision and the workforce to facilitate their understanding of the new roles and expectations.

MATERIEL MANAGEMENT UNIT (DSCC-BD)

MISSION:

Serves as the DSCC focal point for all business operations relating to materiel management. Provides direction and implementation of ICP policies, objectives and procedures in the areas of requirements, distribution, logistic support, technical and quality initiatives.

Provides Systems Integration on development, management, and oversight for internal DSCC customers. To serve as the interface to external organizations (i.e., DSIO, contractors, HQ DLA) for all materiel management AIS issues. To provide customer interface on the prioritization and tracking of all systems initiatives and to recommend methods for enhancing efficiency of supply systems by adapting existing and/or state-of-the art evolving technology.

DISTRIBUTION TEAM (DSCC-BDD)

FUNCTIONS:

1. Develops automated information systems (AIS) concepts to ensure compatibility with overall DSCC plans and policies.
2. Provides technical advice and monitors AISs within DSCC to ensure problems, changes and delays are properly related to other plans and efforts.

3. Performs functional analysis, develops requirements for system changes, coordinates changes to existing systems when directed to do so by HQ DLA, and provides functional system training for this area and related subsystems which interface, such as requirements, distribution, technical, financial and procurement.
4. In areas, which have a significant impact on DSCC policies and procedures, provides Center representation on committees and study groups chaired by DLA or other Government organization. Maintains liaison with DLA and the Military Services on study groups, as directed by DLA or DSCC command, to resolve policy issues, solve problems or develop new concepts to improve materiel management and logistical support.
5. Ensures the coordination and development of DSCC command functional requirements and/or procedures for approved projects crossing Directorate/Staff Office (D/SO) lines and oversees implementation of major DSCC command projects in coordination with the D/SOs and DLA, as required.
6. Develops and provides guidance relating to DSCC operating procedures. Exercises staff supervision over implementation of approved guidance and arrange for/provides training, when appropriate.
7. Acts as Center control point for implementation of HQ DLA publications and other guidance.

8. Controls, coordinates and monitors inter-directorate procedures and maintains a file of DSCC operating procedures.
9. Serves as Command focal point for review of DSCC operating policy and procedural changes. Evaluates concepts, proposals and requests for change to DSCC command policies, and recommends action to be taken on basis of applicability, feasibility, economy, essentiality and priority.
10. Makes recommendations to the Commander, for consideration by the appropriate approving authority at HQ DLA, with respect to DLA policies and procedures that impact the performance of the DSCC mission.
11. Provides information for input to HQ DLA to assist in the development of DLA planning documents and systems.
12. Develops, in coordination with other operating personnel, functional requirements, descriptions and appropriate justifications for system changes necessary for standard, unique and microcomputer systems.
13. Reviews system change requests and operating procedures developed by DSIO, and Lead Centers and Field Activities, HQ DLA and other functional managers to determine impact on DSCC. Recommends concurrence, non-concurrence or changes, as necessary.
14. Researches specific AIS problems/ products to identify cause factors to the extent that functional specialists can confirm functional requirements were adequately and properly followed in systems design. Assistance is requested from DSCC or DSIO AIS experts when necessary to resolve problems.
15. Participates, as required, in testing of functional AIS programs or program changes and in studies and/or reviews of functional system requirements.
16. Ensures the implementation of DoD, DLA, DSCC and intra-directorate policies, procedures, plans and programs.
17. Analyzes and evaluates suggestions within area of expertise, taking action to procedurally implement those approved.
18. Schedules, monitors, and provides associated oversight of all operational systems for the Defense Supply Center, Columbus (DSCC).
19. Serves as focal point and provide consultant services to all DSCC organizations/associates, DLA, DoD, other government activities and the private

sector for all questions, issues, problems and request for information regarding DSCC operational systems.

20. Prioritizes all system development initiatives, to include all imported and exported systems, at DSCC, DMC, and DSIO.
21. Works directly with all DSCC organizations to ensure that the functional prioritization efforts accurately represent the composite desires of the Center.
22. Ensures that functional information on all newly deployed systems and enhancements to existing operational systems is disseminated to the appropriate DSCC organizations.
23. Bears responsibility for systems-related special projects and systems-related project management needs.   Ensures proper coordination and staffing with all other Division, Directorate, and Center organizations on systems-related requirements.
24. Accomplishes DSCC Command, DLA/DOD sponsored projects or other DSCC systems development efforts, studies, or reviews.
25. Conducts procedural compliance reviews to ensure that working policy and procedures are clear, concise, consistently implemented and relevant to all operations and support personnel.
26. Functional Responsibilities:

      a.   Reports of Discrepancy (ROD)

      b.   Customer Depot Complaint System (CDCS)

      c.   Inventory Accounting/Adjustments

      d.   Receipt Processing

      e.   Transaction History File Maintenance

      f.   Project Action

      g.   UMMIPS Levels Management

      h.   Requisition/Issue Transaction Oversight

      i.   Loan of DLA Stock Fund Materiel

      j.   Location Reconciliation

      k.   Physical Inventory Procedures

      l.   Government Furnished Materiel (GFM) Procedures

      m.   Inventory Transactions for Service/Agency Owned Materiel

      n.   Issue of items for Test, Display, Engineering Evaluation or IM Visual
      o.   Examination

p. FMS/MAP/Grant Aid Program Management

q. Distribution Policy Tables

r. Redistribution Receipts

s. Backorder Files and Records

t. Materiel Obligation Validation (MOV)

u. Direct Vendor Delivery (DVD) Requisitions

v. DoD Activity Address Directory (DoDAAD)

w. Violation Control/Suspense File

x. Not Ready For Issue (NRFI) Program Management

y. Due-in Record Maintenance

z. National Inventory Record (NIR) Maintenance

aa. Project Code Maintenance

bb. Data Entry (SAMMSTEL verbs used to input transactions)

cc. Total Asset Visibility (backorder satisfaction)

dd. Source Preference Table

ee. Project Code Maintenance

ff. Requisition Monitoring

LOGISTICS SUPPORT TEAM (DSCC-BDL)

FUNCTIONS:

1. Develops automated information systems (AIS) concepts to ensure compatibility with overall DSCC plans and policies.
2. Provides technical advice and monitors AISs within DSCC to ensure problems, changes and delays are properly related to other plans and efforts.
3. Performs functional analysis, develops requirements for system changes, coordinates changes to existing systems when directed to do so by HQ DLA, and provides

functional system training for this area and related subsystems which interface, such as requirements, distribution, technical, financial and procurement.

4. In areas that have a significant impact on DSCC policies and procedures, provides Center representation on committees and study groups chaired by DLA or other Government organization. Maintains liaison with DLA and the Military Services on study groups, as directed by DLA or DSCC command, to resolve policy issues, solve problems or develop new concepts to improve materiel management and logistical support.

5. Ensures the coordination and development of DSCC command functional requirements and/or procedures for approved projects crossing directorate/staff office (D/SO) lines and oversees implementation of major DSCC command projects in coordination with the D/SOs and DLA, as required.

6. Develop and provide guidance relating to DSCC operating procedures. Exercise staff supervision over implementation of approved guidance and arrange for/provide training, when appropriate.

7. Acts as Center control point for implementation of HQ DLA publications and other guidance.

8. Controls, coordinates and monitors inter-directorate procedures and maintains a file of DSCC operating procedures.

9. Serves as Command focal point for review of DSCC operating policy and procedural changes. Evaluates concepts, proposals and requests for change to DSCC command policies, and recommends action to be taken on basis of applicability, feasibility, economy, essentiality and priority.

10. Makes recommendations to the Commander, for consideration by the appropriate approving authority at HQ DLA, with respect to DLA policies and procedures that impact the performance of the DSCC mission.

11. Provides information for input to HQ DLA to assist in the development of DLA planning documents and systems.

12. Develops, in coordination with other operating personnel, functional requirements, descriptions and appropriate justifications for system changes necessary for standard, unique and microcomputer systems.

13. Reviews system change requests and operating procedures developed by DSIO, and Lead Centers and Field Activities, HQ DLA and other functional managers to determine impact on DSCC. Recommends concurrence, nonconcurrence or changes, as necessary.

14. Researches specific AIS problems/ products to identify cause factors to the extent that functional specialists can confirm functional requirements were adequately and properly followed in systems design. Requests assistance from DSCC or DSIO AIS experts when necessary to resolve problems.

15. Participates, as required, in testing of functional AIS programs or program changes and in studies and/or reviews of functional system requirements.

16. Ensures the implementation of DoD, DLA, DSCC and intra-directorate policies, procedures, plans and programs.

17. Analyzes and evaluates suggestions within area of expertise, taking action to procedurally implement those approved.

18. Schedules, monitors, and provides associated oversight of all operational systems for the Defense Supply Center Columbus (DSCC).
19. Serves as focal point and provide consultant services to all DSCC organizations/associates, DLA, DoD, other government activities and the private sector for all questions, issues, problems and request for information regarding DSCC operational systems.
20. Serves as the single focal point to the DMC and DSIO for issues relating to all operational systems for DSCC.
21. Prioritizes all system development initiatives, to include all imported and exported systems, at DSCC, DMC, and DSIO.
22. Works directly with all DSCC organizations to ensure that the functional prioritization efforts accurately represent the composite desires of the Center.
23. Ensures that functional information on all newly deployed systems and enhancements to existing operational systems is disseminated to the appropriate DSCC organizations.
24. Bears responsibility for systems-related special projects and systems-related project management needs.   Ensures proper coordination and staffing with all other Division, Directorate, and Center organizations on systems-related requirements.
25. Accomplishes DSCC Command, DLA/DOD sponsored projects or other DSCC systems development efforts, studies, or reviews.
26. Conducts procedural compliance reviews to ensure that working policy and procedures are clear, concise, consistently implemented and relevant to all operations and support personnel.
27. Serves on the SAMMS Configuration Management Board (CMB).
28. Systems/Policy Focal Point for Migration.
29. Monitor NSNs New to DSC Management
30. File Incompatabilities Focal Point

31. Monitor Supply Status/Acquisition Advice Codes
32. Output Routing Code Database Maintenance
33. Coordinated Center to Center Transfers
34. Coordinated Exception Transfers
35. Capitalization/Decapitalization Coordination with Service/Agency Focal Points
36. Logistic Reassignment Violations
37. Administer and Monitor DoD Interchangeability and Substitutability (I & S) Program
38. Requirements Family Monitor
39. Administer Logistics Reassignment Program
40. Requirements Catalog Changes
41. Order of Use Publication
42. Distribution Catalog Changes
43. Discounted Item Program
44. Supply Management Status File (SMSF)
45. Monitor Classified Items
46. Issue Substitution Policy
47. Defense Inactive Item Program (DIIP) Monitor
48. DRMS Sales – Exchange Program Monitor

49. Item Closeout

REQUIREMENTS TEAM (DSCC-BDR)

FUNCTIONS:

1. Develops automated information systems (AIS) concepts to ensure compatibility with overall DSCC plans and policies.
2. Provides technical advice and monitors AISs within DSCC to ensure problems, changes and delays are properly related to other plans and efforts.
3. Performs functional analysis, develops requirements for system changes, coordinates changes to existing systems when directed to do so by HQ DLA, and provides functional system training for this area and related subsystems which interface, such as requirements, distribution, technical, financial and procurement.
4. In areas that have a significant impact on DSCC policies and procedures, provides Center representation on committees and study groups chaired by DLA or other Government organization. Maintains liaison with DLA and the Military Services on study groups, as directed by DLA or DSCC command, to resolve policy issues, solve problems or develop new concepts to improve materiel management and logistical support.
5. Ensures the coordination and development of DSCC command functional requirements and/or procedures for approved projects crossing directorate/staff office (D/SO) lines and oversees implementation of major DSCC command projects in coordination with the D/SOs and DLA, as required.
6. Develops and provides guidance relating to DSCC operating procedures. Exercises staff supervision over implementation of approved guidance and arrange for/provides training, when appropriate.
7. Acts as Center control point for implementation of HQ DLA publications and other guidance.
8. Controls, coordinates and monitors inter-directorate procedures and maintains a file of DSCC operating procedures.

9. Serves as Command focal point for review of DSCC operating policy and procedural changes. Evaluates concepts, proposals and requests for change to DSCC command policies, and recommends action to be taken on basis of applicability, feasibility, economy, essentiality and priority.
10. Makes recommendations to the Commander, for consideration by the appropriate approving authority at HQ DLA, with respect to DLA policies and procedures that impact the performance of the DSCC mission.
11. Provides information for input to HQ DLA to assist in the development of DLA planning documents and systems.
12. Develops, in coordination with other operating personnel, functional requirements, descriptions and appropriate justifications for system changes necessary for standard, unique and microcomputer systems.
13. Reviews system change requests and operating procedures developed by DSIO, and Lead Centers and Field Activities, HQ DLA and other functional managers to determine impact on DSCC. Recommends concurrence, nonconcurrence or changes, as necessary.
14. Researches specific AIS problems/ products to identify cause factors to the extent that functional specialists can confirm functional requirements were adequately and properly followed in systems design. Assistance is requested from DSCC or DSIO AIS experts when necessary to resolve problems.

15. Participates, as required, in testing of functional AIS programs or program changes and in studies and/or reviews of functional system requirements.
16. Ensures the implementation of DoD, DLA, DSCC and intra-directorate policies, procedures, plans and programs.
17. Analyzes and evaluates suggestions within area of expertise, taking action to procedurally implement those approved.
18. Schedules, monitors, and provides associated oversight of all operational systems for the Defense Supply Center Columbus (DSCC).
19. Serves as focal point and provide consultant services to all DSCC organizations/associates, DLA, DoD, other government activities and the private sector for all questions, issues, problems and request for information regarding DSCC operational systems.
20. Serves as the single focal point to the DMC and DSIO for issues relating to all operational systems for DSCC.
21. Prioritizes all system development initiatives, to include all imported and exported systems, at DSCC, DMC, and DSIO.
22. Works directly with all DSCC organizations to ensure that the functional prioritization efforts accurately represent the composite desires of the Center.
23. Ensures that functional information on all newly deployed systems and enhancements to existing operational systems is disseminated to the appropriate DSCC organizations.
24. Bears responsibility for systems related special projects and systems related project management needs.   Ensures proper coordination and staffing with all other Division, Directorate, and Center organizations on systems related requirements.
25. Accomplishes DSCC Command, DLA/DOD sponsored projects or other DSCC systems development efforts, studies, or reviews.
26. Conducts procedural compliance reviews to ensure that working policy and procedures are clear, concise, consistently implemented and relevant to all operations and support personnel.
27. Excess Dues-in (Overprocurement).
28. Disposal/Retention.
29. Stock Positioning Policy/Redistribution (Depot Closure).
30. Storage Mission Code Maintenance.

31. Requirements Policy Tables.

32. SAMMS Levels Maintenance (SL/ALT/PLT/PCP).
33. All Quantitative Levels.
34. Materiel Returns Program.
35. Demand/Return Forecasting.
36. Demand/Return Accumulation.
37. Statistical Demand Forecast (SDF).
38. War Reserve.
39. Other Nonrecurring Requirements (ONRR) .
40. Special Program Requirements (SPR).
41. Quarterly Review Supplement.
42. Quarterly Migration.
43. Selective Management Category Code (SMCC).
44. Buy Policy.
45. Supply Control Studies.

46. Automated Inventory Management Support (AIMS).
47. Critical Item Review (CIR) Policy.
48. Potential Backorder Program.
49. Signature Policy.
50. Stockage Policy (Nonstocked, stocked, weapons, etc.).
51. Total Asset Visibility (TAV) Buy Offset.
52. Provisioning (Supply).
53. Front End Screen/Final Asset Screen (FES/FAS).
54. Procurement Group Code (RB Process).
55. Supply Execution Policy.
56. Ten-Year Demand History.
57. Repair Program Policy.
58. Reclamation.
59. Program Management for Snapshot.
60. Long Term Contract Guide development/maintenance.
61. Termination Decision Model.
62. Aviation Investment Program Monitor.

TECHNICAL/QUALITY TEAM (DSCC-BDT)

FUNCTIONS:

1. Develops automated information systems (AIS) concepts to ensure compatibility with overall DSCC plans and policies.
2. Provides technical advice and monitors AISs within DSCC to ensure problems, changes and delays are properly related to other plans and efforts.
3. Performs functional analysis, develops requirements for system changes, coordinates changes to existing systems when directed to do so by HQ DLA, and provides functional system training for this area and related subsystems which interface, such as requirements, distribution, technical, quality, financial and procurement.
4. In areas, which have a significant impact on DSCC policies and procedures, provides Center representation on committees and study groups chaired by DLA or other Government organization. Maintains liaison with DLA and the Military Services on study groups, as directed by DLA or DSCC command, to resolve policy issues, solve problems or develop new concepts to improve materiel management and logistical support.

5. Ensures the coordination and development of DSCC command functional requirements and/or procedures for approved projects crossing directorate/staff office (D/SO) lines and oversees implementation of major DSCC command projects in coordination with the D/SOs and DLA, as required.
6. Develops and provides guidance relating to DSCC operating procedures. Exercises staff supervision over implementation of approved guidance and arrange for/provides training, when appropriate.
7. Acts as Center control point for implementation of HQ DLA publications and other guidance.
8. Controls, coordinates and monitors inter-directorate procedures and maintains a file of DSCC operating procedures.
9. Serves as Command focal point for review of DSCC operating policy and procedural changes. Evaluates concepts, proposals and requests for change to DSCC command policies, and recommends action to be taken on basis of applicability, feasibility, economy, essentiality and priority.

10. Makes recommendations to the Commander, for consideration by the appropriate approving authority at HQ DLA, with respect to DLA policies and procedures that impact the performance of the DSCC mission.
11. Provides information for input to HQ DLA to assist in the development of DLA planning documents and systems.
12. Develops, in coordination with other operating personnel, functional requirements, descriptions and appropriate justifications for system changes necessary for standard, unique and microcomputer systems.
13. Reviews system change requests and operating procedures developed by DSIO, and Lead Centers and Field Activities, HQ DLA and other functional managers to determine impact on DSCC. Recommends concurrence, nonconcurrence or changes, as necessary.
14. Researches specific AIS problems/ products to identify cause factors to the extent that functional specialists can confirm functional requirements were adequately and properly followed in systems design. Requesting assistance from DSCC or DSIO AIS experts when necessary to resolve problems.
15. Participates, as required, in testing of functional AIS programs or program changes and in studies and/or reviews of functional system requirements.
16. Ensures the implementation of DoD, DLA, DSCC and intra-directorate policies, procedures, plans and programs.
17. Analyzes and evaluates suggestions within area of expertise, taking action to procedurally implement those approved.
18. Conducts procedural compliance reviews to ensure that working policy and procedures are clear, concise, consistently implemented and relevant to all operations and support personnel.
19. Schedules, monitors, and provides associated oversight of all operational systems for the Defense Supply Center Columbus (DSCC).
20. Serves as focal point and provide consultant services to all DSCC organizations/associates, DLA, DoD, other government activities and the private sector for all questions, issues, problems and request for information regarding DSCC operational systems.
21. Serves as the single focal point to the DMC and DSIO for issues relating to all operational systems for DSCC.
22. Prioritizes all system development initiatives, to include all imported and exported systems, at DSCC, DMC, and DSIO.
23. Works directly with all DSCC organizations to ensure that the functional prioritization efforts accurately represent the composite desires of the Center.
24. Ensures that functional information on all newly deployed systems and enhancements to existing operational systems is disseminated to the appropriate DSCC organizations.

25. Bears responsibility for systems related special projects and systems-related project management needs. Ensures proper coordination and staffing with all other Division, Directorate, and Center organizations on systems related requirements.
26. Accomplishes DSCC Command, DLA/DOD sponsored projects or other DSCC systems development efforts, studies, or reviews.
27. Pilferable Item Program Analysis
28. Provisioning (SSRs)
29. Item Standardization and I and S Service Interface
30. Technical Policy Tables

31. Tech Data Management (TISCA)
32. Contracting Technical Data File (CTDF)
33. Total Item Record (TIR)
34. Missing Data Work List (MDWL)
35. Federal Logistics Information System (FLIS)
36. Logistics On-Line Application (LOLA)
37. Collaboration Process
38. Critical Item Management Program
39. FEDLOG
40. JEDMICS
41. Hazardous/Environment Issues
42. Nonprocurable/Nonsupportable Items
43. Packaging
44. Alternate Offers/Additional Sources
45. Engineering Support Policy
46. VE Breakout Support
47. DEMILITARZATION
48. Unit of Issue Change Coordination
49. Federal Catalog Committee (FCC) Representative
50. FLIS/SAMMS Violations and Incompatibilities
51. SAMMS/FLIS Interface
52. Configuration Management Point of Contact
53. Long Term Contracting policy (Technical/Quality) coordination
54. IRPOD Monitor providing coordination support
55. Maintains the TECHNICAL FOLDER in the Public Directory
56. Coordinate/facilitate the resolution of Quality Assurance policy issues across
    Applications
57. Coordinate/facilitate the resolution of Quality Assurance ADP issues
    (e.g.,CDCS/CTDF/MDWL On-Line)
58. Represent Center on Quality Assurance issues involving DLA HQ, ICPs, Defense
    Distribution Depots, Military Customers and other activities
59. Policies and procedures for the ICP Quality Function
60. Shelf Life Items
61. Storage Standards
62. Supply Storage Standard Serviceability File
63. Audit Application Groups for compliance to Quality Initiatives
64. Quality On-Line Systems
65. Shelf Life Program Manager
66. Maintains the QUALITY FOLDER in the Public Directory
67. PQDR Control Point Program Manager
68. Chairman for DoD Hose Subcommittee
69. Assigned HQ DLA Shelf Life Representative responsibilities for a three year term
70. Technical/Quality Functional Point of Contact for DoD EMALL

71. Engineering Change Proposal (ECP) Point of Contact
72. Individual Repair Parts Ordering Data (IRPOD) Monitor
73. Technical/Quality Point of Contact for DSD/Snapshot
74. Field Level Repairable (FLR) Point of Contact

 INFORMATION TECHNOLOGY UNIT (DSCC-BE)

MISSION:

Serves as the principal advisor and deputy to the Chief Information Officer directing the accomplishment of responsibilities for the DSCC Information Technical (IT) and Operational Architecture (OA) that supports the DSCC Business Architecture. Accomplishes these responsibilities through monetary planning of the IT and OA support, coordination and integration of business functional requirements needing IT and OA support, and operational support provided by information assurance, application integration, networked server and communication support and EUC support to the site DLA organizations. Administers and controls IT plans, procedures, information assurance, and the data access/control of the Business Automation Program. Responsible for the overall operational execution of installed IT systems and equipment. Provides hardware/software technical liaison support to HQ DLA and other DLA Lead Centers and Field Activities.

Serves as the DSCC focal point to develop and establish integrated IT short, mid, and long-range plans, objectives, and priorities relating to initial developmental concepts, recommended architecture, and implementation of centrally/locally developed system modifications.

Performs the standard management responsibilities outlined in DLAM 5810.1, Annex B.

INFORMATION ASSURANCE TEAM (DSCC-BEA)

FUNCTIONS:

1. Serves as the activity central point of contact for IT Information Assurance of the Business Architecture.
2. Accredits the DSCC IT environment and its hardware, software and application components, following DOD and DITSCAP procedures. Provides the DSCC Designated Approving Authority the analysis, studies and research into IT security issues within the environment.
3. Plans, develops, implements, and monitors programs and policies for carrying out intrusion detections, security tests, evaluations and inspections of the DSCC IT environment
4. Plans, develops, and implements procedures for reporting and investigating violations and breakdowns in IT security safeguards in support of management or DSCC-I efforts.
5. Analyzes the safeguard procedures and countermeasures designed to guard the Operational Architecture against natural hazards and security threats, and, in conjunction with computer facility management, establishes new or revised safeguards to correct deficiencies.
6. Assists HQ DLA in the performance of ADP security surveys and studies, as required.

7. Plans and coordinates the activity's compliance with Information Assurance aspects of policies and requirements.
8. Provides Information Assurance configuration information to support the IT environments CM and CCB requirements.
9. Provides account administration and password protection by application within the Business Architecture.

APPLICATION INTEGRATION AND DEVELOPMENT TEAM (DSCC-BEE)

FUNCTIONS:

1. Provides Business applications to the site DLA organizations. Integrates COTS/GOTS provided software into the IT environment. Develops solutions using COTS tools from mission essential functional requirements. Provides operational support to all application software in the IT environment.
2. Maintains and enhances the "roving user" paradigm for application integration.
3. Develops and coordinates specifications for the acquisition and operation of IT hardware/software resources necessary to sustain effective IT operational support services, e.g. monitors, tools and analysis software, in order to effectively and efficiently maintain the IT application environment.
4. Develops technical IT specifications for the installation and maintenance of DSCC IT hardware and software to meet mission essential business requirements.
5. Develops IT specifications for the installation and maintenance of DSCC desktop hardware and software.
6. Receive, install or arrange for the installation and tests of all hardware and software destined for the standard Integrated Work Station.
7. Provides consulting services to DSCC end-users for determining feasibility of automating EUC processes.
8. Administers the execution of Initial Operational Tests (IOT's) of new and modified applications software to ensure operability and compliance with systems specifications and recommends acceptance, rejection, or change based on test results, as assigned.
9. Maintains initial execution of new and modified systems and applications software to ensure operability, efficiency, and compliance with existing standards.
10. Provides desktop software configuration information to support the IT environments CM and CCB requirements.
11. Supports functional user groups at DSCC to supplement environment systems division technical support. Participates in periodic user conferences. Provides technical assistance to end-users in the evaluation of applications to assure user requirements are met.
12. Provides technical expertise and guidance in the use of locally installed Data Base Management Systems (DBMS) and participates with CDA and DSCC in the evaluation, development, justification, selection, implementation, and use of local DBMS.
13. Develops and structures on-line and future software programs to access, extract, and analyze data in support of management and decision process functions.

14. Instructs, composes and develops Structured Query Language (SQL) methods and practices to complement and support management decision methodologies.

15. Details, instructs, and develops data access routines and formulas to manipulate data for End User Community and management teams.
16. Employs Visual Basic and similar 4GL tools to provide managers and end users seamless, GUI based access to remote data.

NETWORKED SERVER TECHNOLOGY TEAM (DSCC-BET)

FUNCTIONS:

1. Provides networked servers and services to the site DLA organizations. Provides integrated networking and servers to support a robust IT infrastructure. Provides the necessary speed, reliability, backup/recovery/COOP, capacity/performance and protection to support the Business requirements. Provides operational support to all infrastructure in the IT environment.
2. Directs implementation and ensures compliance with DSCC IT physical security requirements relating to IT environment components.
3. Plans, develops, and implements internal control procedures and quality control techniques that will ensure proper administration of data processing products.
4. Recommends changes in production schedules due to hardware/software modifications.
5. Analyzes functional managers' request for local IT support and develops detailed system specifications. Provides assistance regarding staging of corporate data on hardware platforms used at DSCC. Evaluates system design alternatives and selects best approach. Administers the implementation of new and/or modified applications, coordinated user IT schedules, training/procedure material, and resource requirements.
6. Determines the source and cause of application software deficiencies within the networked server environment and initiates appropriate action (s) for problem resolution, including communication with the CDA, contractors, vendors, and HQ DLA.
7. Monitors the performance of installed Automated Information Systems (AISs) and initiates appropriate action to optimize and correct systems shortfalls.
8. Establishes procedures and internal controls to evaluate operational effectiveness of equipment and takes appropriate action to correct unsatisfactory performance.
9. Plans, develops, and implements system scheduling standards for use between networked servers, applications and IWS's.
10. Provides networked server hardware and executive systems software configuration information to support the IT environments CM and CCB requirements.
11. Provides DSCC interface support services to functional users for Local Area Network, and Wide Area Networks.
12. Provides continuous technical support and assistance to correct system malfunctions.

13. Provides DSCC interface support services to the Defense Mega Center Columbus and to the DLA Network Control Center and other DLA Nodal sites for resolution of network problems.
14. Installs, reviews, evaluates, and reports on the performance of IT system hardware/software; develops and recommends performance evaluation techniques, optimization procedures, models, and other improvements to hardware/software systems, as required.
15. Coordinates with DMC Columbus all DSCC/DLA teleprocessing network improvements and problems impacting operations, conducts technical and diagnostic analysis of all telecommunication links between DSCC and DMC Columbus to determine the cause of systems problems.

16. Plans, develops, implements, and maintains a comprehensive contingency file backup plan which includes off-site storage of records. Ensures emergency processing capabilities in collaboration with other like activities and the DMC Columbus
17. Plans, designs, implements, operates, and maintains IT equipment planning, utilization, configuration accounting, and performance evaluation systems, in collaboration with the J-6 HQ DLA.
18. Formulates, develops, and coordinates site plans for IT equipment to be installed or relocated including space, air conditioning, electrical, environmental, and other requirements, and participates in pre/post-equipment installation reviews.
19. Provides Information Technology (IT) support to all deployed business systems by insuring that all IT scheduled operations are performed on time and runs to completion as required in the most expedient manner. Provides quality checks on the processing, insures that scheduled processes and IT activities are conducted as required, and takes an active roll in recovering any partially completed or failed processes.
20. Provides operational support tools to accomplish the above mission. Selects, implements and monitors tools that perform process monitoring, track process activity, notify of failures and assists in recovery of failed processes.
21. Establishes and/or maintains documentation including standard operating procedures, situation reports, application system logs, graphs and charts related to application needs and metrics information as required.
22. Provides application, database maintenance and systems administration support from an operational viewpoint on a limited basis. Monitors space utilization, printer operations, resource utilization, data usage and integrity, backup and restoration methodologies related to business systems platform.
23. Serves as coordinator between application development, technical and managerial lead, central design activity, contractor, and other DLA/DOD agency personnel on troubleshooting and problem identification, analysis, resolution and implementation with minimal impact to mission. Also, serves as a liaison with the configuration management board members and adheres to security administration and release management guidelines.

END USER SUPPORT TEAM (DSCC-BEU)

FUNCTIONS:

1. Manages the DSCC Help Desk, which provides a telephone hot-line service to provide end user with immediate hardware and software problem resolution. Negotiates with the user community on acceptable performs standards through an SLA. Provides the hardware components for the desktop.
2. Performs end-user support services on a M-F 0600 to 1800 and Sat 0600-1200 callback basis as required.

3. Provides technical assistance, guidance, training, and documentation to DSCC user personnel in the use of locally installed IWS hardware/software.
4. Provides end-user support services, instructions, guidance, and training relative to the use of locally installed applications, as required.
5. Performs site-assistance visits, and conducts surveys in the evaluation of EUC.
6. Provides current operating procedures for the supported user base describing what services are available, how they may be obtained, what equipment is currently supported and other service information.
7. Manages and maintains a current inventory of all installed IT equipment.
8. Disseminates information regarding system availability, problem resolution, new products etc.
9. Performs research on special user problems.
10. Develop and maintains an integrated database of customers, equipment, problems and resolutions, and other data.
11. Analyzes trends in reported software and hardware problems and initiates action to correct.
12. Acts as an advocate for the user community in the process of changing or implementing changes to the IWS system.
13. Participates in testing of new IWS capabilities.
14. Evaluates user performance with regard to use of the IWS and provides instructions or suggests design changes to optimize system utility.
15. Provides selection and operational support for workstations and hardware at the desktop.
16. Obtains or provides repair of EUC hardware.
17. Provides immediate correction of systems problems by utilizing real-time system analysis tools.
18. Provides desktop hardware configuration information to support the IT environments CM and CCB requirements.

BSM PLANNING/ORDER FULFILLMENT/FINANCIAL UNIT (DSCC-BL)

MISSION:

This unit is responsible for the functional areas of Order Management, Demand and Supply Management, Financial Management and Distribution Interfaces, and for all Technical/Data Support for these ERP/APS Division functional areas. This mission

encompasses oversight and coordination of DSCC activities relating to planning and participating in the design, testing, implementation and deployment of the BSM. This includes determining functional requirements for the BSM and developing and recommending technical architectural proposals.

BSM DEMAND/SUPPLY TEAM (DSCC-BLP)
BSM FINANCIAL TEAM (DSCC-BLF)

FUNCTIONS:

1. Directs and manages all activities assigned to DSCC pertaining to the assigned mission operations for the BSM program.

2. Exercises responsibility for the development of both current and projected functional systems requirements and policy concepts, objectives, and general requirements and ensure their integration into the development of the SAMMS replacement system.
3. Determines or oversees the determination of whether contractor provided system integration service or products meet standards, specifications and requirements.
4. Determines both current and projected functional requirements for existing SAMMS interfacing systems operating throughout DSCC/DLA/DoD and ensures their integration into existing data systems.
5. Responsible for re-engineering DLA business practices to fit the COTS enterprise business system and look for other re-engineering opportunities resulting from the new enterprise business system.
6. Supports the functional assessment of the adequacy of existing DoD automated information systems by participating in various tests; executing scenarios for system implementation; and by obtaining and analyzing functional requirements related to the design, development, or modification of data systems.
7. Exercises responsibility for design and implementation of functional user training on SAMMS replacement.
8. Exercises responsibility for overseeing the configuration management of functional requirements. Provides support to the BSM Configuration Control Board (CCB).
9. Supports the economic, functional and technical analysis of alternative solutions regarding the feasibility of transitioning from SAMMS to a SAMMS replacement system.
10. Provides support to the DLA Logistics Operations (J3) BSM PM, the Information Operations (J6) BSM PM Office, and other BSM IPTs.
11. Develops a standardized communication interface approach to external systems including vendors, customers and Department of Defense (DoD) systems.
12. Participation in Concept Demonstration. This phase focuses on the attainment of an initial increment of the new enterprise business system, implemented within a manageable segment of DLA during the first 18-20 month timeframe after contract award.
13. Manages risk associated with the BSM program.

14. Responsible for implementing a change management approach that will minimize the affect of this transformation on the Command.
15. Responsible for post-implementation support strategies.
16. Responsible for data migration to include methodology and automated tools and techniques for migrating and maintaining integrity of appropriate and relevant data from the legacy to the proposed software suite.
17. Responsible for transition Plan and approach specific to transition of current operational activities to the new system.

BSM ORDER FULFILLMENT TEAM (DSCC-BLO)
ACQUISITION UNIT (DSCC-BP)

MISSION:

Serves as the DSCC focal point for all DCI business operations relating to acquisition. Provides direction and implementation of ICP policies, objectives and procedures in the area of procurement initiatives.

As relates to acquisition issues and initiatives: To provide Systems Integration on development, management, and oversight for internal DSCC customers.   To serve as the interface to external organizations (i.e., DMC, DSIO, contractors) for AIS issues. To provide customer interface on the prioritization and tracking of systems initiatives and make recommendations on methods for enhancing efficiency of supply systems by adapting existing and/or state-of-the-art evolving technology.

To provide application development at all tiers for internal DSCC customers.

To provide overall Program Control for the Center on electronic commerce initiatives (including the DSCC Internet Bid Board (DIBBS), Procurement Automated Award Evaluation (PACE), and WWW activities).

SYSTEMS DEVELOPMENT TEAM (DSCC-BPD)

FUNCTIONS:

1. Tracks all system development initiatives, to include all imported and exported systems, at DSCC, DMC, and DSIO.
2. Ensures that system information on the use and testing of all newly deployed systems and enhancements to existing operational systems is disseminated to the appropriate DSCC organizations.
3. Accomplishes DSCC Command, DLA/DOD sponsored projects or other DSCC systems development efforts, studies, or reviews.
4. Provides Automated Information Systems (AIS) programming/development support for all local DSCC developed applications (i.e., such as the DSCC Interactive CZB Program). Determines programming/ development organization (i.e., DMC, DSIO, contractor) for all other AIS development initiatives.
5. Plans, develops, and maintains the DSCC Internet Bid Board (DIBBS) function for DSCC.   Serves as Center focal point for planning (including but not limited to reviewing all DLA correspondence) for electronic contracting initiatives, such as automated contract evaluation and award (Procurement Automated Contract Evaluation (PACE), and standing quotes. Determines, develops, manages, and implements Center policy on electronic contracting initiatives. Ensures proper coordination within DSCC organizations, other DLA activities, and DoD on all aspects of electronic contracting initiatives.

6. Establishes goals and objectives, monitors progress, determines and implements corrective actions regarding training for Center personnel on electronic contracting initiatives. Serves as focal point for problem resolution with contractors on these electronic contracting initiatives.   Ensures Center goals are fully implemented in these initiatives with focus on customer support.
7. Maintains and controls a central library and collection point for Center repository files regarding the electronic contracting initiatives.
8. SAMMS Entry/Exit Monitor
9. Serves as the single focal point to the DMC and DSIO for issues relating to all operational systems for DSCC.

ELECTRONIC COMMERCE SUPPORT TEAM (DSCC–BPE)

FUNCTIONS:

1. Develops EC/EDI automated information systems (AIS) concepts to ensure compatibility with overall DSCC plans and policies.
2. Responsible for the EC/EDI functionality and performance in existing AIS systems.
3. Performs functional analysis, develops requirements for EC/EDI system changes, coordinates changes to existing EC/EDI systems when directed to do so by HQ DLA, and provides functional system training for this area and related subsystems which interface, such as requirements, distribution, technical, financial and procurement.
4. Ensures the coordination and development of DSCC command functional requirements and/or procedures for approved EC/EDI projects crossing Directorate/Staff Office (D/SO) lines and oversees implementation of major DSCC

command projects relating to EC/EDI in coordination with the D/SOs and DLA, as required.

5. Develops, in coordination with other operating personnel, functional requirements, descriptions and appropriate justification for acquisition-related EC/EDI system changes necessary for standard, unique and microcomputer systems.
6. In conjunction with BPS, reviews EC/EDI acquisition-related system change requests and operating procedures developed by DSIO, and Lead Centers and Field Activities, HQ DLA and other functional managers to determine impact on DSCC. Recommends concurrence, non-concurrence or changes, as necessary.
7. Researches specific EC/EDI AIS problems/products to identify cause factors to the extent that functional specialists can confirm EC acquisition-related functional requirements were adequately and properly followed in systems design. Requesting assistance from DSCC or DSIO AIS experts when necessary to resolve problems.
8. Participates, as required, in testing of EC/EDI functional AIS acquisition programs or program changes and in studies and/or reviews of EC functional system requirements.
9. Ensures the implementation of DoD, DLA, DSCC and intra-directorate policies, procedures, plans and programs as they affect EC.
10. Analyzes and evaluates suggestions within area of expertise, taking action to procedurally implement those approved.
11. Interfaces with the operational elements of DSCC to ensure proper functionality and performance of EC/EDI AISs.

12. Monitors operation of the entire EC/EDI process through transmission of EC/EDI transaction sets to trading partners.
13. Serves as focal point and provide consultant services to all DSCC organizations/associates, DLA, DoD, other government activities and the private sector for all questions, issues, problems and request for information regarding DSCC EC/EDI operational systems.
14. Works directly with all DSCC organizations to ensure that the EC/EDI functional prioritization efforts accurately represent the composite desires of the Center.
15. Ensures that functional information on all newly deployed EC/EDI systems and enhancements to existing EC/EDI operational systems are disseminated to the appropriate DSCC organizations.
16. Bears responsibility for EC/EDI systems related special projects and systems related project management needs. Ensures proper coordination and staffing with all other Division, Directorate, and Center organizations on systems related requirements.
17. Accomplishes DSCC Command, DLA/DoD Sponsored projects or other DSCC systems development efforts, studies, or reviews.

ACQUISITION SYSTEMS INTEGRATION TEAM (DSCC-BPS)

FUNCTIONS:

1. Develops automated information systems (AIS) concepts to ensure compatibility with overall DSCC acquisition plans and policies.

2. Performs functional analysis, develops requirements for acquisition-related system changes, coordinates changes to existing acquisition systems when directed to do so by HQ DLA, and provides functional system training for this area and related subsystems which interface, such as requirements, distribution, technical, financial and procurement.
3. Ensures the coordination and development of DSCC command functional requirements and/or procedures for approved projects crossing Directorate/Staff Office (D/SO) lines and oversees implementation of major DSCC command projects relating to acquisition in coordination with the D/SOs and DLA, as required.
4. Develops, in coordination with other operating personnel, functional requirements, descriptions and appropriate justifications for acquisition-related system changes necessary for standard, unique and microcomputer systems.
5. Reviews acquisition-related system change requests and operating procedures developed by DSIO, and Lead Centers and Field Activities, HQ DLA and other functional managers to determine impact on DSCC. Recommends concurrence, nonconcurrence or changes, as necessary.
6. Researches specific AIS problems/products to identify cause factors to the extent that functional specialists can confirm acquisition-related functional requirements were adequately and properly followed in systems design. Requesting assistance from DSCC or DSIO AIS experts when necessary to resolve problems.
7. Participates, as required, in testing of functional AIS acquisition programs or program changes and in studies and/or reviews of functional system requirements.
8. Ensures the implementation of DoD, DLA, DSCC and intra-directorate policies, procedures, plans and programs.
9. Analyzes and evaluates suggestions within area of expertise, taking action to procedurally implement those approved.

10. Schedules, monitors, and provides associated oversight of all acquisition-related operational systems for the Defense Supply Center Columbus (DSCC).
11. Serves as focal point and provide consultant services to all DSCC organizations/associates, DLA, DoD, other government activities and the private sector for all questions, issues, problems and request for information regarding DSCC acquisition-related operational systems.
12. Serves as the single focal point to the DMC and DSIO for issues relating to all acquisition-related operational systems for DSCC.
13. Prioritizes all acquisition-related system development initiatives, to include all imported and exported systems, at DSCC, DMC, and DSIO.
14. Works directly with all DSCC organizations to ensure that the acquisition-related functional prioritization efforts accurately represent the composite desires of the Center.
15. Ensures that functional information on all newly deployed systems and enhancements to existing acquisition-related operational systems is disseminated to the appropriate DSCC organizations.
16. Bears responsibility for acquisition systems related special projects and systems related project management needs. Ensures proper coordination and staffing with all other Division, Directorate, and Center organizations on systems related requirements.
17. Accomplishes DSCC Command, DLA/DOD sponsored projects or other DSCC systems development efforts, studies, or reviews.

18. In areas that have a significant impact on DSCC acquisition systems and procedures, provides Center representation on committees and study groups chaired by DLA or other Government organization. Maintains liaison with DLA and the Military Services on acquisition-related study groups, as directed by DLA or DSCC command, to resolve system issues, solve problems or develop new concepts to improve logistic support.
19. In conjunction with BPE, reviews EC/EDI acquisition-related system change requests and operating procedures developed by DSIO, and Lead Centers and Field Activities, HQ DLA and other functional manager to determine impact on DSCC. Recommends concurrence, non-concurrence or changes as necessary.